FOR MYSORE STATE

100,000—2

(195) Departme

SERIES.

G.O. No.

637

Dated

[Despatch Abstract.]

GOVERNMENT OF MADRAS.
Abstract.

Establishment, Temporary - Chief Secretariat - Enquiry Officer - Upper Division Clerk and peons - Retention - Sanctioned.

Public (Services) Department.

G.O.Ms.No.637. Dated 13th March 1948.

Read the following:-
G.O.Ms.No.957, Public (Services) dated 25.3.47.
G.O.Ms.No.3514, Public (Services) dated 3.12.47.

ORDER:

His Excellency the Governor of Madras sanctions the retention in the Chief Secretariat upto 31.3.49 (inclusive) of the Upper Division Clerk and three peons employed under the G.O's cited above.

2. The expenditure will be debited to "25 j. General Administration - Secretariat ~~xxxxxx~~. and Headquarters Establishments - Civil Secretariats - A - Chief Secretariat - 2. Pay of Establishments and 3 other Charges - Voted".

To the Chief Secretariat (O.P.)
" the Accountant-General, (Thro' Finance).
" the Central Cash Bureau.

/True Copy/

ASSISTANT CURATOR
MADRAS RECORD OFFICE.
.5.1953.

SS/4.5.

5-5-53.

NOTE FILE.

Chief Secretariat.

ESTABLISHMENT - Chief Secretariat - Enquiry Office - Upper Division Clerk and peons - Continuance.

In G.C.Ms.No.957, Public (Services) dated 25.3.47, sanction was accorded for the retention upto 31.3.1948 of the post of Superintendent (Reception Officer) and three posts of peons. The post of Superintendent was subsequently converted into that of an Upper Division Clerk - vide para 1 of G.O.Ms.No.3514, Public (Services) dated 3.12.47.

Public (Reception) section may be requested to take action for the continuance of the staff referred to in para 1 above beyond 31.3.1948, if considered necessary.

A. Abraham,
24.2.1948.

/True Copy/

ASSISTANT CURATOR,
.4.1953.

SS/4.5.

PUBLIC (RECEIPTION).

Public (Reception) Department.

Please see the notes above. There are at present two U.D. Clerks in the Reception ~~xxxxEnquiryxxfficexxxxxx~~ Section - one doing the duties of the Reception cum Enquiry Officer and the other dealing with Index work. This file relates to the further retention of the Reception clerk's post and the three peons attached to him, sanction for which exists till 31.3.48. The sanction for the Index clerk's post expires on 31.12.48 vide G.O.No.3660, Public (Services) dated 27.12.47.

2. The Reception Clerk's duties are as below:-

(i) Arranging interviews between Visitors and Hon'ble Ministers and Gazetted Officers;
(ii) Distribution of local tappals addressed to Hon'ble Ministers and
(iii) Attending to personal enquiries and enquiries on the phone.

3. Three peons are attached to this section to help the Reception officer to carry on the items of work detailed above. Formerly there were five peons in this section. Out of this two posts were abolished with effect from 1.12.47 simultaneously with the conversion of the post of Reception Officer from that of a Superintendent to that of an Upper Division Clerk, In G.O.No.3514, Public (Services) d/3.12.47.

4. In view of the communal strifes and the dangerous atmosphere created by the existence of highly organised Political bodies in many parts of the Union, though their existence has not been so far felt in this Province, it seems necessary that an effective and tactful control over the stream of visitors to the Secretariat should be maintained. Therefore, the posts of U.D. Clerk and three peons attached to the Reception Office may be continued for a further period of one year from 1.4.1948.

Thro' Chief (C.P.I).

(.P.T.O.)

C.S.O.P.

In the circumstences set out in the foregoing notes, Finance may be requested agree to the proposel at A above.

A. Abreham.
27.2.1948.

The posts of 1 U.D. Clerk and 3 peons attached to the Reception Section are absolutely necessary and may be retained till 31.3.49.

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Finance (F.III).

In the circumstences set out by Public On pp.1-2 above. this Department may agree to the proposel at R above.

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Public (Services) Department.

Please see the notes above . A draft order is submitted for approval.

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/True Copy/

ASSISTANT CURATOR,
.5.1953.
MADRAS RECORD OFFICE.

38/4.5.